

Swim England South East
Regional Management Board

Minutes of Meeting held on Monday 08 March 2021 as an Online Meeting (Zoom)

Present:	Roger Penfold (RFP)	Chairman
	George Adamson (GA)	Board Member
	John Davies (JD)	Board Member
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Mike Lambert (ML)	Board Member
	Chris Lee (CL)	Board Member
	William Long (WL)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Prior (RGP)	Board Member
	Shelley Robinson (SR)	Board Member
	Sara Todd (ST)	Board Member

Also in attendance (non-voting):

Bryony Gibbs (BG)	Regional Manager
Terry Norris (TN)	Regional President

16 Apologies

Apologies had been received from:

Carys Jones

17 Minutes of the meeting held on 08 February 2021

The minutes of the meeting were agreed as an accurate record.

Action: BG

18 Matters Arising

5 - Annual Report 2020. The Accounts and Finance Report are on the agenda.

8 - Harold Fern and AH Tuner Nominations. 4 nominations had been received. Thanks to SR, CL and AL for their work on the panel. Nominations had been put forward for E Lyne and A Willis.

Landscape Sheet

4 - Crawley Facilities. This was discussed however BD was not present at the time to provide any update.

Action: BG

19 Finance

Annual Financial Statements

The Financial Statements for year ended 31 December 2020, as prepared by the Accountants, were circulated in advance of the meeting. The Financial Statements were approved unanimously.

Annual Finance Report 2020

The draft finance report had been circulated in advance of the meeting. As the Financial Statements had since been received it was confirmed by RGP that no changes were required. The report was endorsed by the Board.

Diversification of Funds

£80k has now been transferred to Redwood Bank. The Finance Sub Group will look to open an additional account with a suitable financial institution.

Budget

It was noted that as the 2021 Summer Swimming Championships have been cancelled the projected deficit will be reduced by £38k. It has been suggested that Swim England may ask Regions to run a competition in July although currently there is no further information. This will be considered by the Finance Sub Group during the budget review, if the information is available.

20 Safeguarding Bursaries

A paper had been circulated in advance of the meeting. JD outlined the proposal and background. Following discussion it was proposed that;

1. Safeguarding Bursaries will be set at 50% of the course fee or £10 per candidate, whichever is less
2. They will be paid for all clubs in the Region (not just SwimMark accredited clubs)
3. They will be paid for Swim England approved courses for all Swim England Members of Clubs in the Region who need to attend a course
4. The budget for these bursaries will be increased for 2021 from £3,000 to £10,000.

This would be the case for 2021 only, to help support clubs at this critical time. The proposal was agreed, with all except RGP in favour.

Action: BG

21 Regional Strategy Sub Group Update

An update from the Strategy Sub Group was circulated in advance of the meeting. ST outlined the progress since the last meeting and the recommendations.

Since the last meeting the group had 3 x 1 hour meetings. A survey had also been conducted and the results had been analysed. ML presented the results of the survey. The survey aimed to get a feel for the situation within clubs as they return to the pool and what they want from the Region.

The major findings had been;

1. Membership loss, primarily from the 15+ age, is significant but the sport will recover and survive.
2. The strategic assumptions are broadly correct
 - a. The Region should support Competitions & Workforce Development before Talent development in the short term
 - b. The loss of officials will need to be addressed with some urgency
 - c. Club need support to effectively steer through the next 12 months
3. There is an inconsistent understanding of the role of the Region, and also how the Region and Counties interface and collaborate

ML was thanked for his work on the survey. While the strategy is further developed it was recommended that there should be a short term focus on the following:

1. Development Group to develop a plan to deliver & fund workforce development in line with the survey findings (ST to join meeting 18th March)
2. Swimming Group to develop a plan for a return to competition
 - a. Coordination of competition through the licensing panel
 - b. Working with counties to rebuild the pool of trained officials
 - c. Regional championships when conditions permit
3. Deliver 2 online sessions
 - a. Competition briefing following guidance from Swim England
 - b. Club Chairs workshop to further understand return to pool challenges (April)

It was noted that the short and immediate term does reflect swimming however the longer term strategy will support all disciplines. A query was raised around Club Mergers however it was understood that Swim England have produced a toolkit to support with this. The recommendations of the Strategy Sub Group were supported by the Board.

Action: Strategy Sub Group

22 Annual Council Meeting 2021

No matters arising were noted. The closing date for motions is 17 March, Board Members will be alerted to any motions that are raised.

Action: BG

23 Regional Agreement

The most recent version of the document had been circulated ahead of the meeting. In due course a conversation will take place with Swim England regarding the Regional Agreement however it is not yet known when this will be.

It was felt that the output of the Strategy Sub Group may help with this, reviewing where the Region should and should not focus their resources. Clubs had also been asked what they want in order to build the strategy. ST confirmed she would be happy to support the meeting with Swim England.

24 Affiliations and Resignations

New Affiliations – Solent Cardinal Performance Swimming – Affiliation was approved
Enquiries – Ascot Royals – Amended constitution is being reviewed

Action: BG

25 Swim England Sports Operations Committee Minutes

Minutes of the Sports Operations Committee meeting held on 19 January 2021 were not yet available.

26 Regional Chairs Meeting

The minutes of the Regional Chairs meeting which took place on 04 February were noted.

27 Correspondence

A list of clubs that had not completed their membership renewal by 28 February had been received from Swim England. County Associations have been made aware of any of their clubs that had not yet engaged with the renewals process.

28 AOB

Open Water Championships - BD

The Open Water Championships had been planned to take place on 27 June however restrictions will not be reduced until at least 21 June. It was understood that London and the Midlands have now cancelled their events and the East were consulting with clubs. The Open Water Manager is considering running an event in September instead with just one event, 2km. It was noted that this would impact the budget. The Open Water Manager had requested support from BD to put together a survey to gauge interest in an event in September, the idea of this was supported.

Action: BD

29 Date of the Next Meeting

Annual Council Meeting - Wednesday 14 April 7pm Online Meeting
RMB – Wednesday 14 April – Online Meeting to follow ACM.

The meeting was closed at 20.29